



**Secretary of State
Business Programs Division**

Business Entities

1500 11th Street, Sacramento, CA 95814

P.O. Box 944260, Sacramento, CA 94244-2600

Business Entities Submission Cover Sheet

For fastest service, file online at bizfileOnline.sos.ca.gov.

Instructions:

- Complete and include this form with your paper submission. This form will not be made part of the filed document.
- Make all **checks or money orders** payable to the Secretary of State.
- In-person submissions (excluding Statements of Information): \$15 special handling fee. Do not include a \$15 special handling fee when submitting documents by mail.
- All submissions are reviewed in the date order of receipt, with online submissions given priority. For updated processing time information, visit www.sos.ca.gov/business/be/processing-dates.
- To obtain a certified copy, include certification fees with your submission.

Note: All correspondence related to your submission will be sent to the name and address on your check or money order.

Contact Person (Please type or print legibly):

First Name: _____ Last Name: _____


Phone Number: _____ Email: _____

Entity Information (Please type or print legibly):

Entity Name: _____

Entity Number (if applicable): _____

Comments: _____

	Secretary of State Statement by Unincorporated Common Interest Development Association	UCID
	<p>This form is for unincorporated associations, only. Do not use for corporations.</p> <p>Fees - \$15.00</p> <p>Certified Copy Fee (Optional) - \$5.00</p>	
1a. Name of Association		<p style="text-align: center;">This Space For Office Use Only</p> 1b. Secretary of State Entity Number

2. The above-named Association is formed to manage a common interest development under the following law (select only one):

Davis-Stirling Common Interest Development Act. (Complete items: 1-9)
Commercial and Industrial Common Interest Development Act. (Complete items: 1-4 and 6-9)

3. Street Address of the Business or Corporate Office of the Association, if any

Street Address – Do not list a P.O. Box	City (no abbreviation)	State	Zip Code	Telephone Number
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4. Street Address of Association's Onsite Office (If different from the street address of the business or corporate office or, if no onsite office, the address of the Association's Responsible Officer or Managing Agent of the Association.)

Street Address – Do not list a P.O. Box	City (no abbreviation)	State	Zip Code
If the address listed above is that of the Responsible Officer of the Association, check the following box:		Telephone Number or Email Address	

5. President of the Association - Davis-Stirling Associations ONLY (Name, address and either the daytime telephone number or email address. The address and telephone number **must be different** from the address and telephone number of the Association's Onsite Office or Managing Agent. Note: Commercial and Industrial Associations do not need to provide this information.)

Name	Telephone Number or Email Address		
Address	City (no abbreviation)	State	Zip Code

- 6. Association's Managing Agent, if any** (Name, street address, and daytime telephone number. For Davis-Stirling Associations, the address and telephone number **must be different** from the address and telephone number of the President of the Association.)

Name		Telephone Number	
Street Address – Do not list a P.O. Box	City (no abbreviation)	State	Zip Code

7. Physical Location of the Common Interest Development

Front Street	Nearest Cross Street
City (If in an unincorporated area, enter the city closest in proximity.)	County or Counties

- 8. Type of Common Interest Development Managed by the Association - Check the applicable box:**
(At least one of the types listed below must be checked. If Davis-Stirling Common Interest Development, refer to California Civil Code section [4100](#) for definitions. If Commercial and Industrial Common Interest Development, refer to California Civil Code section [6534](#) for definitions.)

<p>Community Apartment Project (Note: A Commercial and Industrial Development cannot be a Community Apartment Project.)</p> <p>Condominium Project</p> <p>Planned Development</p> <p>Stock Cooperative</p>

- 9. Separate Interests** (Note: Must have at least one Separate Interest. Do not enter zero or none, and do not leave blank.)

Number of Separate Interests in the Development

Read, sign and date below. The information contained herein is true and correct.

_____	_____	_____	_____
Date	Type or Print Name	Title	Signature